

General information about company

Scrip code	506906
Name of the entity	SAPTAK CHEM AND BUSINESS LIMITED
Date of start of financial year	01-04-2017
Date of end of financial year	31-03-2018
Reporting Quarter	Quarterly
Date of Report	31-12-2017
Risk management committee	Not Applicable

Annexure I

Annexure I to be submitted by listed entity on quarterly basis

I. Composition of Board of Directors

Disclosure of notes on composition of board of directors explanatory

Is there any change in information of board of directors compare to previous quarter

Yes

Sr	Title (Mr / Ms)	Name of the Director	PAN	DIN	Category 1 of directors	Category 2 of directors	Category 3 of directors	Date of appointment in the current term	Date of cessation	Tenure of director (in months)	No of Directorship in listed entities including this listed entity (Refer Regulation 25(1) of Listing Regulations)	Number of memberships in Audit/ Stakeholder Committee(s) including this listed entity (Refer Regulation 26(1) of Listing Regulations)	No of post of Chairperson in Audit/ Stakeholder Committee held in listed entities including this listed entity (Refer Regulation 26(1) of Listing Regulations)	Notes
1	Mr	MANTHAN RAJESHBHAI BHAVSAR	ATWBP5386P	05208214	Executive Director	Chairperson	MD	14-08-2017			1	0	0	
2	Ms	RITA GARG	AAYPG0432E	00236464	Non-Executive - Non Independent Director	Not Applicable		10-12-2002			1	2	0	
3	Mr	PRABHU DATT SHARMA	AAOPS0823K	00268536	Non-Executive - Independent Director	Not Applicable		25-05-1998		60	1	0	2	
4	Mr	ROHITKUMAR JASVANTLAL PARIKH	ADHPP7015Q	07394964	Non-Executive - Independent Director	Not Applicable		01-11-2017		60	1	2	0	

Annexure 1**II. Composition of Committees**

Disclosure of notes on composition of committees explanatory

Is there any change in information of committees compare to previous quarter

Yes

Sr	Name Of Committee	Name of Committee members	Category 1 of directors	Category 2 of directors	Name of other committee
1	Audit Committee	Mr. Prabhu Datt Sharma	Non-Executive - Independent Director	Chairperson	
2	Audit Committee	Mrs. Rita Garg	Non-Executive - Non Independent Director	Member	
3	Audit Committee	Mr. Rohitkumar Jasvantlal Parikh	Non-Executive - Independent Director	Member	
4	Nomination and remuneration committee	Mr. Prabhu Datt Sharma	Non-Executive - Independent Director	Chairperson	
5	Nomination and remuneration committee	Mrs. Rita Garg	Non-Executive - Non Independent Director	Member	
6	Nomination and remuneration committee	Mr. Rohitkumar Jasvantlal Parikh	Non-Executive - Independent Director	Member	
7	Stakeholders Relationship Committee	Mr. Prabhu Datt Sharma	Non-Executive - Independent Director	Chairperson	
8	Stakeholders Relationship Committee	Mrs. Rita Garg	Non-Executive - Non Independent Director	Member	
9	Stakeholders Relationship Committee	Mr. Rohitkumar Jasvantlal Parikh	Non-Executive - Independent Director	Member	

Annexure 1

Annexure 1

III. Meeting of Board of Directors

Disclosure of notes on meeting of board of directors explanatory			
Sr	Date(s) of meeting (if any) in the previous quarter	Date(s) of meeting (if any) in the current quarter	Maximum gap between any two consecutive (in number of days)
1	14-08-2017		
2		05-10-2017	51
3		01-11-2017	26
4		05-11-2017	3
5		14-11-2017	8
6		15-11-2017	0

Annexure 1**IV. Meeting of Committees**

Disclosure of notes on meeting of committees explanatory							
Sr	Name of Committee	Date(s) of meeting of the committee in the relevant quarter	Whether requirement of Quorum met (Yes/No)	Requirement of Quorum met (details)	Date(s) of meeting of the committee in the previous quarter	Maximum gap between any two consecutive meetings (in number of days)	Name of other committee
1	Audit Committee	15-11-2017	Yes		14-08-2017	92	
2	Nomination and remuneration committee	15-11-2017	Yes		14-08-2017	92	
3	Stakeholders Relationship Committee	13-10-2017	Yes		18-07-2017	86	

Annexure 1

V. Related Party Transactions

Sr	Subject	Compliance status (Yes/No/NA)	If status is "No" details of non-compliance may be given here.
1	Whether prior approval of audit committee obtained	Yes	
2	Whether shareholder approval obtained for material RPT	NA	
3	Whether details of RPT entered into pursuant to omnibus approval have been reviewed by Audit Committee	NA	

Annexure 1

VI. Affirmations

Sr	Subject	Compliance status (Yes/No)
1	The composition of Board of Directors is in terms of SEBI (Listing obligations and disclosure requirements) Regulations, 2015	Yes
2	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015 a. Audit Committee	Yes
3	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. b. Nomination & remuneration committee	Yes
4	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. c. Stakeholders relationship committee	Yes
5	The composition of the following committees is in terms of SEBI(Listing obligations and disclosure requirements) Regulations, 2015. d. Risk management committee (applicable to the top 100 listed entities)	NA
6	The committee members have been made aware of their powers, role and responsibilities as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.	Yes
7	The meetings of the board of directors and the above committees have been conducted in the manner as specified in SEBI (Listing obligations and disclosure requirements) Regulations, 2015.	Yes
8	This report and/or the report submitted in the previous quarter has been placed before Board of Directors.	Yes

Signatory Details

Name of signatory	RASHMIKANT KISHORRAI MANKODI
Designation of person	Company Secretary
Place	Ahmedabad
Date	05-01-2018

